

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING
JUNE 26, 2020**

Via Telephone Conference Pursuant to Executive Order 20-09

Access the meeting online or via telephone at:

<https://IndianaEnhanced.Webex.com/join/PLAWebex>
[1.240.454.0887, Access Code 610915440](https://IndianaEnhanced.Webex.com/join/PLAWebex)

CALL TO ORDER

The meeting was called to order at 11:00 a.m. by Kathleen Matuszak, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

BOARD MEMBERS PRESENT: Kathleen Matuszak, Vice Chairperson
Thomas Sproles
Christopher Cooke
Roland Cutter

BOARD MEMBERS ABSENT: Frank Downing, Chairman

STATE OFFICIALS PRESENT: Tracy Hicks, Board Director
Donald Hannah, Deputy Attorney General

ADOPTION OF THE AGENDA

A motion was made and seconded to adopt the amended agenda.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

PERSONAL APPEARANCE AND CONSIDERATION OF APPLICATION FOR LICENSE

1. Emanuel Jones; Funeral Director by Reciprocity

A motion was made and seconded to approve the application.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

CONSIDERATION OF PROPOSED AGREED INDEFINITE SUMMARY SUSPENSION RENEWAL IN THE MATTER OF FUNERAL DIRECTORS SERVICE D/B/A RUSSELL FUNERAL HOME, FH10900002 AND GREGORY MAJORS, FD08701773, 2020 SBFCS 0003

A motion was made and seconded to accept the proposed agreement and renew the summary suspension indefinitely.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

ADMINISTRATIVE HEARING

1. Administrative Summary Suspension Extension Hearing in the matter of Mark A. Ferree, FD20600082, 2019 SBFCS 0011

A motion was made and seconded to extend the summary suspension for 90 days.

Sproles/Cooke
4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

CONSIDERATION OF PROPOSED RESOLUTION IN THE MATTER OF WINKLEPLECK & BROCK FUNERAL HOME LLC, VS. STATE BOARD OF FUNERAL AND CEMETERY SERVICE AND REASSIGNMENT OF THE WINKLEPLECK WEESNER PRENEED FILES

A motion was made to accept resolution as filed.

Cutter
4/0/0

Motion failed for lack of a second.

A motion was made and seconded to deny the proposed resolution.

Sproles/Cooke
4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

A motion was made and seconded to counter and propose a settlement that includes the eleven (11) files the Indiana Professional Licensing Agency has previously sent back to Winklepleck & Brock Funeral Home LLC, which includes Jack Scott, Mary Dixon, and Janet McKinney. This will allow all funeral homes with active certificates of authority in Jackson County to have a more equal share of the Winklepleck Weesner Funeral Home preneed files the Indiana Professional Licensing Agency retrieved from Winklepleck & Brock Funeral Home LLC on behalf of the State Board of Funeral and Cemetery Service.

Sproles/Cooke
4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND

A. Phyllis Scott for Jack Quincy Scott

Re: Winklepleck Weesner Funeral Home, FH83000655 (Closed)

A motion was made and seconded to table the request pending the outcome of the proposed resolution with Winklepleck & Brock Funeral Home

Sproles/Cutter
4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

B. David Burton for Robert Royston

Re: C. Stircle Patterson Funeral Home Inc., FH83005794 (Closed)

A motion was made and seconded to approve the request in the amount of \$3868.00 plus statutory interest.

Sproles/Cooke
3/0/1

Voting in Favor: Thomas Sproles, Kathleen Matuszak, and Christopher Cooke.

Recused: Roland Cutter

Motion carried.

C. Alford Mortuary for Lillie Mae Keeyes

Re: Clark O'Neal Funeral Home, FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of \$5975.00 plus statutory interest.

Sproles/Cooke
3/0/1

Voting in Favor: Thomas Sproles, Christopher Cooke, and Roland Cutter

Recused: Kathleen Matuszak

Motion carried.

D. Cobb Funeral Home for Minnie Lee Clark

Re: Clark O'Neal Funeral Home, FH10400018 (Closed)

A motion was made and seconded to refer Cobb Funeral Home's goods and services contract to IPLA Compliance Division for investigation due to the fact that they did not include the required information in the embalming section.

Sproles/Cutter
3/0/1

Voting in Favor: Thomas Sproles, Christopher Cooke, and Roland Cutter

Recused: Kathleen Matuszak

Motion carried.

A motion was made and seconded to approve the request in the amount of \$6403.50 plus statutory interest.

Sproles/Cooke
4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

E. Edmond's Evans Funeral Home for George J. Wilson

Re: Kraft Funeral and Crematory, Inc., FH10000005 (Revoked)

A motion was made and seconded to approve the request in the amount of \$1400.00 plus statutory interest.

Sproles/Cutter
4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

F. Edmond's Evans Funeral Home for Mary Knox-Ford

Re: Kraft Funeral and Crematory, Inc., FH10000005 (Revoked)

A motion was made and seconded to approve the request in the amount of \$3110.00 plus statutory interest.

Sproles/Cooke

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

G. G. Welsheimer Funeral Home for Frank Anderson Jr.

Re: Clark O'Neal Funeral Home, FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of \$5127.85 plus statutory interest.

Sproles/Cooke

3/0/1

Voting in Favor: Thomas Sproles, Roland Cutter, and Christopher Cooke.

Recused: Kathleen Matuszak

Motion carried.

H. Sanders Funeral Care for Mary Margaret Smith

Re: Hall Funeral Home, FH10000108 (Closed)

A motion was made and seconded to approve the request in the amount of \$7853.70 plus statutory interest.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

CONTINUING EDUCATION SPONSORS AND COURSES

A. Discussion; Zoom Classes Considered Classroom Hours or Distance Learning

A motion was made and seconded that all Zoom continuing education is considered distance learning.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

B. Consideration of Requests for Approval of Continuing Education Courses

A motion was made and seconded to approve the report as submitted to the Board as indicated below.

Sproles/Cooke

4/0/0

Voting in Favor: Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

COURSES FOR APPROVAL

Allyse R. Leitsch, FD, CFSP – Pending Provider – approved

- The Preneed Act...Ongoing – 1 CEU - (Law)
- The Practice Act...Ongoing – 1 CEU - (Law)

- The Cremation Act...Ongoing – 1 CEU - **(Law)**
- The Cemetery Act...Ongoing – 1 CEU - **(Law)**
- The Funeral Rule...Ongoing – 1 CEU
- Yearly OSHA Training...Ongoing – 1 CEU

Center for Hospice Care – approved

- Everything you wanted to know about hospice and palliative care...04/28/2020 – 1 CEU

Funeral Directors Life Insurance Company – CE21100035 – approved

- Online Collaboration: The need for Disruption...04/24/2020 – 1 CEU
- FD Talks: Serving families during covid-19...04/30/2020 – 1 CEU

Funeral Service Academy – CE21400012 – approved

- Children and Grief...Ongoing – 2 CEU

Hospice Advisors – Pending Provider – approved

- Leveraging the Hospice...09/14/2020-09/15/2020 – 8 CEU

Indiana Donor Network - CE21600014 – approved

- 2020 FD Symposium...11/10/2020 – 6 CEU

International Cemetery, Cremation & Funeral Association - CE10800864 – approved

- Crematory Operator Certification Program...06/03/2020 – 7 CEU

Kate-Boylston Publications- CE21100028 – approved

- Funeral Service Business Plan Conference...12/3/2020 & 12/4/2020 – 10 CEU
- Cremation Strategies Conference...12/2/2020 – 5 CEU
- Technology think tank...09/17/2020 – 5 CEU

Matthews International - CE10800858 – approved

- Funeral...Moving families from grief to remembrance...Ongoing – 1 CEU

MKJ Marketing - CE10800860 – approved

- 2020 Marketing Summit...03/02/2020 – 03/04/2020 – 10 CEU
- 2020 Marketing Summit...03/16/2020 – 03/1/2020 – 10 CEU

National Funeral Directors & Morticians Association – CE10800785 – approved

- Examining Your Business & What Represents You...04/19/2020 – 1 CEU
- The Ethical Response When Embalming Goes Wrong...04/20/2020 – 1 CEU

Selected Independent Funeral Homes - CE10800819 – approved

- The Helper's Journey: Empathy, Compassion and the Challenges of Caring...04/30/2020 – 1 CEU
- Ask the experts...04/30/2020 - 1 CEU
- Families gone wild...04/30/2020 – 3 CEU
- Knowing the numbers that matter...05/01/2020 – 2 CEU

Vermillion County Funeral Directors Association - CE10800843 – approved

- Embalming the difficult case...04/14/2020 – 3 CEU
- A Day in the Life of the Tomb Guard...04/14/2020 - 1 CEU
- National Cemetery Regulations...04/14/2020 – 1 CEU
- Sexual Harassment Training...04/14/2020 – 1 CEU
- The Evolving Preneed Insurance Consumer...04/14/020 – 2 CEU

ADJOURNMENT

The meeting was adjourned at 12:26 p.m.

Chairman

Date